

10 February 1951

MEMORANDUM

SUBJECT: Agent Dossiers

TO:

FROM:

1. In establishing a record system for the covert school, our requirements might well be incorporated simply in the form of second copies, transferable to us simultaneously with the teams.

2. We would like a dossier of each man to include:

- a. A photograph (same as made for the identification documents).
- b. A sample of handwriting.
- c. A tape recording of each voice.
- d. True name.
- e. Pseudonym, if given.
- f. Complete description (with distinguishing features or marks).
- g. Brief biographical sketch.
- h. Progress report of training from date of entry.
- i. Any special aptitude shown.
- j. An assessment of the individual's physical and emotional state, his degree of leadership, and his state of training.
- k. Chief instructor's overall assessment of the individual.

3. To the above we will add operational data so that a complete record for each man from his training to his ex-filtration to his ultimate disposition will be on file.

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4. As for necessary documentation, this should be accomplished at the school either by the Staff there or by the plan to send him to HTStein materializes. The apparatus is in LCDrink now and will be shipped to the school under separate cover. The actual completion of the document forms is explained in the instructions accompanying the apparatus. Only a Pixie should do the writing required.

5. It is suggested, also, that pseudonyms be invented in cooperation with individual team members who may have an affinity for certain name combinations; hence their responses would be involuntarily natural.

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10 February 1951

MEMORANDUM

SUBJECT: Lecture Texts

TO:

FROM:

1. Enclosed are (1) text for a background-intelligence lecture for BGFiend Pixie candidates, (2) a communications briefing, and (3) a suggestion for an Agent dossier.

2. Regarding the documentation for the Pixie agents it is felt that this should be accomplished by sometime during the final week of training. That would appear, also, as the propitious time to assign pseudonyms, the Recognition Plan, the Air/Ground signal, the Duress signal, the Reception Committee Plan, the Alphabet code and to complete the dossiers. This procedure would mean that our final briefing here would be short and would include only the Exfiltration Plan, Recognition signs, the individual team-and-area briefing, the names and whereabouts of contacts, the re-supply drops, the Drop Zone, and an alternative communications channel.

3. As for the background text herewith submitted, there seems to be a good reservoir of material for field problems. It has been Jagged's notable experience to have worked with teams whose combined mental stature left considerable to be desired. In one of Jagged's commentaries, "The buggers couldn't tell a tank from a field tractor". I mention this because in the information we listed as desirable, we (ZRMetal) got rather specific on weights, numbers, types, and the like. Practice in simple observations may be helpful in preventing or minimizing absolute confusion later. In this same respect, it is suggested that the lecturer giving the background-intelligence instructions take advantage of basic language and the drumming value of repeating phrases and thoughts. It would not be wise to whisk through any of this material as written. That, of course, will be readily evident when you review it.

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